

APPLICATION FOR PAYMENT

(example)

Page ____ of ____

A	B	C	D	E	F	G		H
Item No.	Description of Work	Scheduled Value	Work Completed		Stored Material	Completed to Date	%	Balance to Finish
			Previous Applications	This Application	DO NOT USE THIS COLUMN			
1	Earthwork	5,000.00	5,000.00	0.00	LIST STORED	5,000.00	100	0.00
2	Masonry	6,000.00	1,000.00	4,000.00		5,000.00	83	1,000.00
3	Painting	3,000.00	0.00	1,000.00		1,000.00	33	2,000.00
	<i>Change Order #2</i>	1,000.00				0.00		1,000.00
	Contract Subtotal	15,000.00	6,000.00	5,000.00	MATERIAL ON	11,000.00		4,000.00
4	Remediation Allowance Letter No. 1	4,000.00	1,000.00					
	<i>Change Order #1R</i>	1,000.00						
	Letter No. 2			2,000.00				
	Allowance Subtotal	5,000.00	1,000.00	2,000.00	DAPW 21E	3,000.00		2,000.00
	Contract Total	20,000.00	7,000.00	7,000.00		14,000.00	74	6,000.00

Note: Format is similar to AIA form G703. Use of computer version of form G703 is acceptable provided column F (Stored Material) is not used. Form DAPW 21E must be used for Stored Material.

INSTRUCTIONS FOR COMPLETING PAGE 2 OF DAPW FORM 17

The form should be used to submit the original schedule of values. The schedule of values should enumerate the material and labor cost for each item of work. It should also list each required allowance. The example lists 3 items of work (labor included) and 1 allowance.

Scheduled values should be listed and subtotaled; then allowances listed and subtotaled followed by a contract total. Each subsequent payment application should indicate the previous application(s), current application, completed to date and balance to finish subtotals for items of work, allowances and the contract totals.

Note that remediation change orders (with “R” suffix) are listed in the allowances section and “regular” change orders (no suffix) are listed in the contract section.

The example shows the following:

1. Description of work items and original scheduled value (columns B & C).
2. Previous and current application for completed work (columns D & E).
3. Work completed to date and the balance to finish (columns G & H).
4. A “regular” change order (change order #2).
5. Two remediation letters authorizing additional work.
6. A “remediation” change order (change order #1R).
7. A contract subtotal, an allowances subtotal, and a contract total for all columns.

The balance to finish for the remediation allowance is a computation of all activities. In the example, letter #1 authorized \$1,000.00 in additional work. This was followed by change order #1R, which “replenished” the allowance. Finally, letter #2 authorized \$2,000.00 in additional work, leaving a balance to finish of \$2,000.00.

(Total allowance = \$5,000.00; total completed to date = \$3,000.00; balance to finish = \$2,000.00)